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JTPA: Job Training
Partnership Act

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MONTANA

ANNUAL REPORT TO GOVERNOR MARC RACICOT

JOB TRAINING COORDINATING COUNCIL

JOB TRAINING PARTNERSHIP ACT

JULY 1994 THROUGH JUNE 1995

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JOB TRAINING PARTNERSHIP ACT

ANNUAL REPORT FOR JULY 1, 1994 - JUNE 30, 1995

SUBMITTED TO GOVERNOR MARC RACICOT

BY THE MONTANA JOB TRAINING COORDINATING COUNCIL

HELEN S. KELLICUT, CHAIR

PREPARED FOR THE COUNCIL BY
THE STATE JOB TRAINING BUREAU
MONTANA DEPARTMENT OF LABOR AND INDUSTRY
LAURIE EKANGER, COMMISSIONER

DEPARTMENT OF LABOR AND INDUSTRY

STATE JOB TRAINING BUREAU

MARC RACICOT, GOVERNOR
P.O.BOX 1728

STATE OF MONTANA

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HELENA, MONTANA 59624-1728

The Honorable Marc Racicot
Governor, State of Montana
Office of the Governor

Dear Governor Racicot:

On behalf of the Montana Job Training Coordinating Council, I am pleased to submit the Job Training Partnership Act (JTPA) Annual Report of employment and training activities for Program Year 1994 which encompasses the time frame of July 1, 1994 - June 30, 1995. The Montana Job Training Coordinating Council (State Council) promotes the best possible employment training and placement for economically disadvantaged individuals and dislocated workers. The programs will promote long-term self-sufficiency for participants through the coordination of education, occupational skill development, and increased employment, particularly in growth industries.

We appreciate your support and look forward to your continued involvement as we address the job training needs of Montanans with quality statewide employment and training programs.

Sincerely,

Helen S Kellicut

Helen S. Kellicut, Chair
Montana Job Training Coordinating Council

"AN EQUAL OPPORTUNITY EMPLOYER"

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MONTANA JOB TRAINING COORDINATING COUNCIL

MISSION STATEMENT

The Montana Job Training Coordinating Council (State Council) promotes the best possible employment training and placement for economically disadvantaged individuals and dislocated workers. The programs will promote long-term self-sufficiency for participants through the coordination of education, occupational skill development, and increased employment, particularly in growth industries.

JTCC MEMBERSHIP

Representing Business
Helen S. Kellicut, Chair
Jane DeLong
Bob Marks
Diane Ruff
David Owen
Barbara Campbell

Representing Labor/Community Based Organization
Fred "Rocky" Clark
Jon Oldenburg
Felicity McFerrin
Randy Siemers, Vice Chair
Sherry Stevens Wulf
Steve Nelsen

Representing State or Local Government
Peter Blouke
Hank Hudson
Judy Birch
Rick Day
JoEllen Estenson
Noel Williams
Jon Noel

Representing the General Public
Senator Mignon Waterman

JOB TRAINING COORDINATING COUNCIL MEMBERSHIP LIST

REPRESENTING BUSINESS

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Council Chair

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Honorary Member

GENERAL PUBLIC

Senator Mignon Waterman
530 Hazelgreen
Helena, MT 59601
HM: 442-8648

PURPOSE OF JTPA

The Job Training Partnership Act (JTPA) continues a long-standing federal commitment to prepare youth and adults for entry into the labor force by providing job training to economically disadvantaged individuals and others facing serious barriers to employment. In addition to the economically disadvantaged, the Act provides employment and training services for dislocated and older workers.

This federally funded program, administered by the United States Department of Labor and allocated by formula to the states, provides the financing and overall framework for local employment and training programs. State and local systems have the authority and flexibility to fund programs that work best in their localities. JTPA is unique among federal programs because it was the first to allow in-depth involvement of the private sector in labor market decision making.

JTPA TITLES

TITLE I authorizes the state and local delivery system and addresses general program and administrative issues that set forth the public/private partnership.

TITLE II authorizes funding and sets requirements for Service Delivery Area (SDA) training services for disadvantaged youth and adults. Title IIA programs include training programs for individuals 22 years of age and older. The Title IIB program is the Summer Youth Employment and Training Program (SYETP). This program delivers education and job training experiences for disadvantaged youth ages 14 through 21, and operates each year from May through September.

TITLE IIC is the year-round program for youth 14 through 21. Employment competencies, work experience, limited internships and basic skills training are a few of the components available for youth under this program.

TITLE II also sets aside 5% of the funds for services to older workers, and 8% for education services for Title II participants.

TITLE III Economic Dislocation and Worker Adjustment Assistance Act (EDWAAA) provides special assistance to workers layed off due to closures.

TITLE IV establishes funding requirements for federally administered programs which include services to veterans, Native Americans, migrant workers and Job Corps participants. It also establishes national job training activities, labor market information, affirmative action obligations, the Youth Fair Chance program, microenterprise grants and disaster relief employment assistance.

TITLE V provides for Jobs for Employable Dependent Individuals Incentive Bonus program (JEDI).

TITLE VI contains miscellaneous provisions.

TITLE VII sets forth provisions for establishment of a state Human Resource Investment Council (HRIC).

JTPA FUNDING ALLOCATIONS

The U.S. Department of Labor allocates JTPA Title IIA, Title IIB, Title IIC, and Title III funds to Montana through the Governor.

THE STATE JOB TRAINING COORDINATING COUNCIL

In Montana, as in other states, the Governor is responsible for the management and oversight of the Job Training Partnership Act (JTPA) programs. The Governor makes appointments to a state Job Training Coordinating Council, and depends on council members for advice on carrying out the many functions of JTPA.

By law, the Job Training Coordinating Council is made up of representatives of private industry, state and local government, organized labor, education, community-based organizations, economic development groups, public assistance agencies, employment security agencies and the general public. With a mix of public and private members chaired by a private sector representative, the JTCC advises the Governor on policy directions and the oversight of Job Training Partnership Act programs.

In addition, the Job Training Coordinating Council has oversight responsibility for the State-funded Custodial Parents Program, Job Training for Offenders, Dislocated Workers and Displaced Homemaker Programs. In summation, the JTCC:

- Provides oversight of Job Training Partnership Act policies, programs and services;
- Develops and recommends the Governor's Coordination and Special Services Plan (GCSSP) and the Economic Dislocation and Worker Adjustment Assistance Plan;
- Certifies the Service Delivery Area (SDA) Job Training Plans;
- Certifies the Wagner-Peyser State Plan developed for the State Employment Services Agency (Job Service);
- Comments on the Carl Perkins Education Plan;
- Comments on the Job Opportunity and Basic Skills Training (JOBS) Plan and Food Stamp Employment and Training Plan;
- Assesses employment and training needs and activities in the state;
- Develops linkages with other employment and training organizations;
- Produces this Job Training Partnership Act Annual Report to the Governor;
- Reviews plans of state agencies which provide employment, training and related services;
- Recommends substate and service delivery areas;
- Recommends variations in performance standards;

- Comments and recommends to the appropriate legislative body, state and federal agencies on the relevancy and effectiveness of employment and training and related service delivery systems in the state.

STATE JOB TRAINING PARTNERSHIP ACT ADMINISTRATIVE ENTITY

The **State Job Training Bureau** of the Montana Department of Labor and Industry acts on behalf of the Governor as the grant recipient and administrative entity for the set aside portions of Title II funds and 40% portion of Economic Dislocated Worker Adjustment Assistance administered by the Job Training Coordinating Council. Additionally the State Job Training Bureau is the oversight authority on behalf of the Governor for all programs under Titles II and III.

The role of the State Job Training Bureau is to promote effective and efficient delivery of employment, training and related services. The Bureau administers and has oversight of JTPA activities, and analyzes related human resource programs and policies. The Bureau provides staff support to the Job Training Coordinating Council in the following areas:

- preparing the Governor's Coordination and Special Services Plan and the Economic Dislocation and Worker Adjustment Assistance Plan;
- recommending and coordinating state policy implementation;
- ensuring adherence to employment and job training goals;
- requesting and rating Requests for Proposals (RFPs);
- negotiating subgrants with program operators; and
- evaluating and monitoring employment and training programs in the State.

During PY'94, Bureau staff reviewed and evaluated the Economic Dislocated Worker Adjustment Assistance 40% program, Title II funded programs, and the State-funded Custodial Parents, Job Training for Offenders and Displaced Homemaker Programs. Bureau staff also monitored the Service Delivery Areas' administrative entity, Montana Job Training Partnership, Inc. and a sample of their service delivery programs.

Through a Memorandum of Agreement, the Research and Analysis Bureau gathered, analyzed and published labor market information (LMI) vital for the effective design of job training programs for PY'94.

SERVICE DELIVERY AREAS (SDAs)

The Governor, with the advice of the Job Training Coordinating Council, designates the division of geographic regions within Montana for distribution and administration of Job Training Partnership Act Title II funds. These regions are called Service Delivery Areas (SDAs), and approximately 85% of Title II and 50% of Title III funds are passed directly to them.

Montana has two Service Delivery Areas: the Concentrated Employment Program (CEP), and the Balance of State (BOS). Each is guided by a Council of Commissioners and a Private Industry Council (PIC).

Montana's Service Delivery Areas are also designated as Substate Service Areas (SSAs) which have the additional responsibility of administering a portion of the Title III Dislocated Worker funds.

PRIVATE INDUSTRY COUNCILS (PIC)

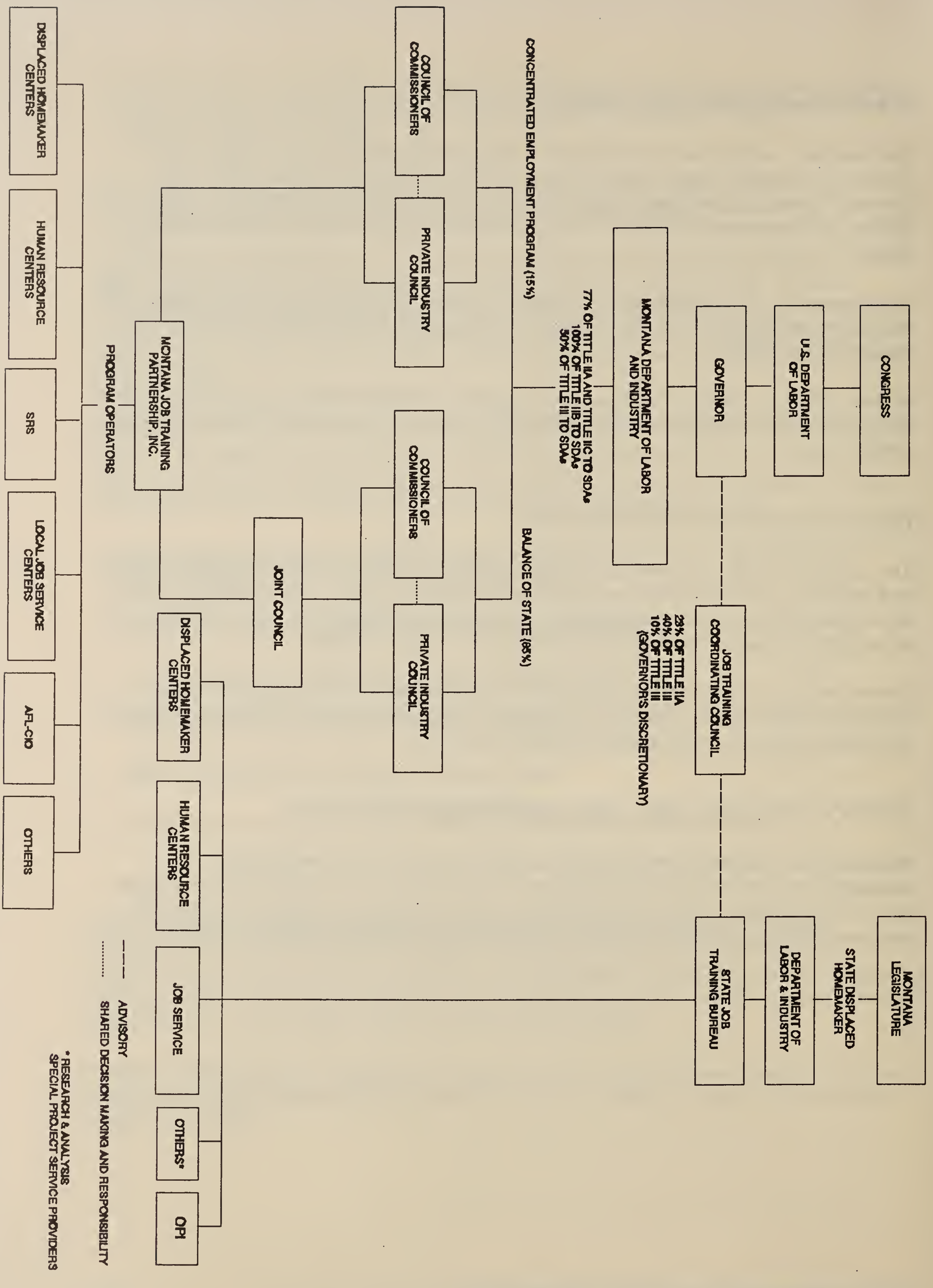
The purpose of a PIC is to recommend and provide policy guidance and to exercise oversight with respect to activities carried out by the Service Delivery Areas. This oversight is carried out in partnership with local governments. The two Private Industry Councils in Montana are an important partner in Job Training Partnership Act decision making.

Private Industry Council membership consists of representatives from the private sector, education, organized labor, rehabilitation agencies, community-based organizations, economic development agencies, and the public employment service.

SERVICE DELIVERY AREA (SDA) ADMINISTRATIVE ENTITY

Montana Job Training Partnership, Inc. (MJTP) serves as grant recipient and administrative entity for the Service Delivery Areas. MJTP, Inc. on behalf of the SDAs and their Private Industry Councils, administers the job training plans, provides oversight and program evaluation, and provides technical assistance to program operators as needed.

JOB TRAINING PARTNERSHIP ACT (JTPA) AND STATE JOB TRAINING FUNDING FLOW CHART


CONGRESS
U.S. DEPARTMENT OF LABOR
GOVERNOR
MONTANA DEPARTMENT OF LABOR AND INDUSTRY
77% OF TITLE IIA AND TITLE IIC TO SDAs
100% OF TITLE IIB TO SDAs
50% OF TITLE III TO SDAs
JOB TRAINING COORDINATING COUNCIL
23% OF TITLE IIA
40% OF TITLE III
10% OF TITLE III
(GOVERNOR'S DISCRETIONARY)
MONTANA LEGISLATURE
STATE DISPLACED HOMEMAKER
DEPARTMENT OF LABOR & INDUSTRY
STATE JOB TRAINING BUREAU
CONCENTRATED EMPLOYMENT PROGRAM (15%)
BALANCE OF STATE (85%)
COUNCIL OF COMMISSIONERS
PRIVATE INDUSTRY COUNCIL
COUNCIL OF COMMISSIONERS
PRIVATE INDUSTRY COUNCIL
JOINT COUNCIL
MONTANA JOB TRAINING PARTNERSHIP, INC.
PROGRAM OPERATORS
DISPLACED HOMEMAKER CENTERS
HUMAN RESOURCE CENTERS
SRS
LOCAL JOB SERVICE CENTERS
AFL-CIO
OTHERS
DISPLACED HOMEMAKER CENTERS
HUMAN RESOURCE CENTERS
JOB SERVICE
OTHERS*
OPI
---- ADVISORY
.... SHARED DECISION MAKING AND RESPONSIBILITY
* RESEARCH & ANALYSIS
SPECIAL PROJECT SERVICE PROVIDERS

JTPA AND STATE FUNDING
JULY 1, 1994 TO JUNE 30, 1995

TITLE II **AMOUNT $ 5,604,788**

IIA Adult Training (77% to SDAs)	$2,774,396
IIC Youth (82% to SDAs)	$1,729,731
Education Coordination (8%)	$ 416,122
Older Workers (5%)	$ 164,387
State Administration (5%)	$ 260,076
Incentive Funds & Technical Assistance (5%)	$ 260,076

TITLE IIB **AMOUNT $ 2,730,935**

Summer Youth Employment and Training Program (to SDAs) (Calendar Year May 1, 1994 to September 30, 1994)	$2,730,935

TITLE III EDWAA **AMOUNT $ 2,752,010**

40% Governor's Reserve	$890,804
50% to SDAs by Formula	$1,113,505
10% to SDAs Based on Need	$222,701
Title III Discretionary Funds*	$525,000

*Granted on demonstration of need by the Secretary of the Department of Labor

STATE FUNDED PROGRAMS **AMOUNT $ 1,646,000**

State Funded Displaced Homemakers	$216,000
State Funded Job Training for Offenders Program	$350,000
State Funded Custodial Parent Program	$350,000
State Funded Dislocated Worker Program	$730,000

TOTAL AMOUNT $12,733,733

MEASURING PERFORMANCE

The State of Montana, in recognizing that the Job Training Partnership Act is an investment in human capital and not an expense, agrees to comply with federal performance standards set by the U.S. Secretary of Labor to measure the return on this investment.

The Governor makes adjustments to the performance standards using a model developed by the U.S. Department of Labor. This model was used for the follow-up weekly earnings standards only. Other Montana measurements are set using the Secretary's National Standards. The Job Training Coordinating Council recommends performance standards to the Governor after consultation with the service delivery area councils, subrecipients and the general public. The JTCC reviews the adjustment calculations annually to determine whether to adjust the Secretary's performance standards.

Performance standards are used to evaluate JTPA programs and to calculate incentive awards.

Four of the core performance standards are **Follow-up Standards**. The intent of these follow-up standards is to measure:

- an increase in total earnings 13 weeks after termination over earnings prior to participation in the program;

- the number of participants who retained their jobs 13 weeks following placement;

- a reduction in the amount of welfare cash payments to participants; and

- a reduction in the number of participants and families receiving cash welfare payments.

Telephone follow-up contacts are made to determine a statistically valid random sample of former adult participants 13 weeks after termination from Title IIA Adult and Title III programs. The follow-up system is designed to provide information useful in evaluating the effectiveness of the Job Training Partnership Act programs. The system also asks each participant to evaluate the services and training received.

In PY'94 the Job Training Coordinating Council adopted these performance standards:

IIA ADULTS

- follow-up employment rate - 60%
- follow-up weekly earnings
- 26 week follow-up interim research standard - 60%

WELFARE RECIPIENTS

- welfare follow-up employment rate - 46%
- welfare follow-up weekly earnings
- welfare 26 week follow-up interim research standard 60%

IIC YOUTH

- entered employment rate - 41%
- employability enhancement rate - 36%

IIB YOUTH

- Positive termination rate - 75%

EDWAA (TITLE III)

- entered employment rate - 67%

STATE FUNDED DISPLACED HOMEMAKER

- entered employment rate - 68%
- average wage at placement - $5.25/hr

5% OLDER WORKERS

- entered employment rate - 70%
- average wage at placement - $5.25/hr

JULY 1, 1994 THROUGH JUNE 30, 1995
YEAR-END PERFORMANCE
STATEWIDE PROGRAMS

PROGRAM	Standard	Performance
EDWAA 40%		
Entered Employment Rate	67%	83%
OLDER WORKER		
Entered Employment Rate	70%	80.%
Wage at Placement	$ 5.25	$ 5.70
STATE DISPLACED HOMEMAKER		
Entered Employment Rate	68%	85%
Wage at Placement	$ 5.25	$ 6.49
JOB TRAINING FOR OFFENDERS		
Completed Program	80%	51%
Entered Employment	52%	28%
Return to Prison	6%	10.5%

JULY 1, 1994 THROUGH JUNE 30, 1995
YEAR-END PERFORMANCE
SERVICE DELIVERY AREA PROGRAMS

SERVICE DELIVERY AREA	STANDARD	PERFORMANCE
BOS		
IIA Follow-up Employment Rate	57%	71%
IIA Follow-up Weekly Earnings	$ 235.28	$ 291.67
IIA Follow-up Welfare Employment Rate	46%	68%
IIA Follow-up Welfare Weekly Earnings	$ 203.73	$ 284.61
IIC Youth Entered Employment Rate	41%	83%
IIC Youth Employability Enhancement Rate	36%	67%
EDWAA Formula Entered Employment Rate	67%	95%
ADDITIONAL INCENTIVE AWARD STANDARDS		
Adult Barriers	80%	99%
Youth Barriers	80%	96%
CEP		
IIA Follow-up Employment Rate	58%	79%
IIA Follow-up Weekly Earnings	$ 226.50	$ 295.14
IIA Follow-up Welfare Employment Rate	52%	87%
IIA Follow-up Welfare Weekly Earnings	$ 220.25	$ 290.48
IIC Youth Entered Employment Rate	41%	88%
IIC Youth Employability Enhancement Rate	36%	75%
EDWAA (Formula) Entered Employment Rate	67%	88%
ADDITIONAL INCENTIVE AWARD STANDARDS		
Adult Barriers	80%	100%
Youth Barriers	80%	100%

JULY 1, 1994 THROUGH JUNE 30, 1995
PARTICIPANT CHARACTERISTICS
BASED ON TERMINATION DATA
STATEWIDE PROGRAMS

Program	Characteristics	Total Adults	Adult Welfare	Youth	*Percentage
Education	Male	29	2	19	
	Female	47	14	24	
	School Drop-out	21	3	10	
	Minority	3	0	2	
Enrollments PY'94 124					34%
Older Worker	Male	11	0	N/A	
	Female	36	1	N/A	
	School Drop-out	7	0	N/A	
	Minority	1	1	N/A	
Enrollments PY'94 58					
Entered Unsubsidized Employment		41	0		80%
EDWAA 40%	Male	165			
	Female	127			
	Minority	1 4			
	Age 29 and Under	54			
Participants PY'94 593					
Entered Unsubsidized Employment		Total State = 242			83%
NOTE: - There is no data for Adult Welfare as there is no Economically Disadvantaged requirement in EDWAA					
State Displaced Homemakers	Male	2	0	0	
	Female	104	27	1	
	School Drop-out	13	7	1	
	Minority	9	3	0	
Enrollments PY'94 156					
Entered Unsubsidized Employment		91	23	1	85%
CUSTODIAL PARENT 07/01/93-06/30/95	Male	4	N/A		
	Female	98			
	School Drop-out	38			
	Minority	31			
Enrollments PY'94 71					
Carry-In PY'93 0					
OFFENDER 07/01/94-06/30/95	Male	903			90%
	Female	100			10%
	Incarcerated	505			50%
	Probation/Parolees	498			50%

* Percent of total terminations entering unsubsidized employment

JULY 1, 1994 THROUGH JUNE 30, 1995
PARTICIPANT CHARACTERISTICS
BASED ON TERMINATION DATA
SERVICE DELIVERY AREA PROGRAMS

CEP SDA

Program	Characteristics	Total	Adult Welfare	Youth	*Percentage
IIA ADULT & YOUTH	Male	34	11	27	
	Female	87	49	68	
	School Drop-out	9	5	24	
	Minority	7	4	12	
Enrollments PY'94 Adult-118 Youth-86					
Carry-In PY'93 Adult-128 Youth-38					
Entered Unsubsidized Employment		68			56%
			33		55%
				57	60%
EDWAA 50%	Male	67			
	Female	48			
	Minority	4			
	Age 29 and Under	16			
Participants PY'94 308					
Entered Unsubsidized Employment		Total	87		78%

BOS SDA

Program	Characteristics	Total	Adult Welfare	Youth	*Percentage
IIA ADULT & YOUTH	Male	168	28	149	
	Female	359	184	223	
	School Drop-out	57	16	49	
	Minority	98	43	71	
Enrollments PY'94 Adults-511 Youth-187					
Carry-In PY'93 Adults-652 Youth-433					
Entered Unsubsidized Employment		339			64%
			137		64%
				204	54%
EDWAA 50%	Male	140			
	Female	86			
	Minority	17			
	Age 29 and Under	35			
Participants PY'94 560					
Entered Unsubsidized Employment		Total	194		86%

* Percent of total terminations entering unsubsidized employment
EDWAA Note: - EDWAA report has data for youth 29 and under
- There is no data for Adult Welfare

THROUGH JUNE 30, 1995
PARTICIPANT CHARACTERISTICS
BASED ON TERMINATION DATA
DISLOCATED WORKER DISCRETIONARY PROGRAMS

PROGRAM	CHARACTERISTICS	TOTALS	PERCENTAGE
ASARCO 05/27/93-12/31/94	Male	182	
	Female	13	
	Minority	5	
	Age 29 and Under	27	
Participants PY'94 195			
Entered Unsubsidized Employment		126	65%
HEALTH 06/15/93-12/31/94	Male	60	
	Female	150	
	Minority	17	
	Age 29 and Under	33	
Participants PY'94 210			
Entered Unsubsidized Employment		134	64%
CHAMPION 12/17/93-08/31/95	Male	230	
	Female	23	
	Minority	6	
	Age 29 and Under	22	
Participants PY'94 483			
Entered Unsubsidized Employment		248	98%
CROWN PACIFIC 05/03/94-11/30/95	Male	67	
	Female	1	
	Minority	8	
	Age 29 and Under	16	
Participants PY'94 131			
Entered Unsubsidized Employment		63	93%
Dislocated Non-State Employees 04/22/93-06/30/95	Male	170	
	Female	42	
	Minority	10	
	Age 29 and under	43	
Participants PY'94 213			
Entered Unsubsidized Employment		147	69%
Dislocated State Legislative Employees 04/22/93-06/30/95	Male	0	
	Female	16	
	Minority	0	
	Age 29 and under	8	
Participants PY'94 16			
Entered Unsubsidized Employment		16	100%
Dislocated State Employees 04/22/93-06/30/95	Male	65	
	Female	115	
	Minority	7	
	Age 29 and under	24	
Participants PY'94 184			
Entered Unsubsidized Employment		130	72%

* Percent of total terminations entering unsubsidized employment

* NOTE: - There is no data for Adult Welfare as there is no Economically Disadvantaged requirement in EDWAA

JOB TRAINING PARTNERSHIP ACT

The state Job Service serves as Montana's largest Job Training Partnership Act program operator with offices in 23 communities to serve unemployed individuals and supply employers with a source of well-trained, qualified workers.

Other providers of the Job Training Partnership Act employment services include Montana's Human Resource Development Centers, and the Montana AFL-CIO Project Challenge: Work Again program.

DISPLACED HOMEMAKER PROGRAMS

TITLE II DISPLACED HOMEMAKER PROGRAM

The Displaced Homemaker programs are designed to help individuals in need who have provided unpaid household services to family members and are unemployed or under-employed. Because of specially designed programs that stress self-image enhancement, career counseling, on-the-job training and job search assistance, displaced homemakers are able to find employment and achieve both independence and economic security.

The Title II Displaced Homemaker program is overseen by the Private Industry Councils and administered by Montana Job Training Partnership Inc.

STATE DISPLACED HOMEMAKER PROGRAM

To meet the needs of displaced homemakers, Montana coordinated the joint funding of a portion of Title IIA with the State funded Displaced Homemaker Program created by the State Legislature.

During the 1995 Legislature, the definition for eligibility for the State Displaced Homemaker program was broadened to include those eligible under the Carl Perkins Displaced Homemaker program. This change allowed operators to maximize funds by better coordination with other programs, and to intervene earlier in participants' lives, before entry into the welfare system.

The statewide program is overseen by the Job Training Coordinating Council (JTCC) and administered by the State Job Training Bureau. In PY'94, participants enrolled and tracked under this program met eligibility requirements similar to Title IIA programs, except that participants need not be economically disadvantaged. Because of this difference, the program was able to help displaced homemakers before they had depleted their financial reserves.

There were ten State Displaced Homemakers Centers in PY'94. All of the State Displaced Homemaker centers also operate the Title IIA Single Head of Household Program.

CUSTODIAL PARENT PROGRAM

This program was funded for two years from the UI Admin Tax by the 1993 Legislature. The Department of Labor was charged with delivering non-duplicative job training to populations with at least four JTPA-type barriers to employment. The target group for these funds is extremely hard-to-serve.

A task force from the legislature, job training and welfare programs met to design the program. Since the state-wide teen parent programs had been meeting success with a very difficult target group, it was decided to coordinate these funds with ongoing efforts to serve young parents aged 16 through 25. The chief outcome for this program was to enroll parents who had dropped out of school or were at risk of doing so, and who were in need of parenting and other life skills. Employment would be desired only after a high school diploma or its equivalent was realized.

With the $350,000 allotted, three sites were chosen on a competitive basis. Important stipulations were that these funds must be supported by local resources with services for these youth, and that applying agencies show how these services will be continued following completion of this special legislative program.

Program Sites

Sites at Kalispell, Havre and Billings were selected. Outreach and enrollment began in November of 1993. Services began shortly thereafter. Individual site programs are detailed below.

1. In Kalispell the Kalispell Human Resource Development Council (HRDC) was awarded $120,000. The agency served 36 young parents. The Flathead Council on Families coordinated with this special project (match) to hire a year-round social worker to provide services to families experiencing abuse. Their target age aligns with the Custodial Parent Program. Most of the participants in the Kalispell program were co-enrolled in the JTPA Summer Youth Program. They received school-to-work training in conjunction with paid work experience at public or non-profit work sites.
2. The Havre HRDC enrolled 17 young parents. Young parents in the havre program completed classes and work shops in family planning, choosing quality daycare, and maintaining a support network. Parenting classes are also an integral part.
3. The Billings Human Resource Development Council received over 100 referrals for the Custodial Parent Program. The program served 45 participants. Receipt of GED, return to high school, family planning and career strategies were the main activities at this site. Ancillary services such as housing, transportation and daycare were also provided to these young parents.

SERVICES TO THE DISABLED

Montana's Department of Social and Rehabilitation Services is the state's major JTPA service provider for disabled individuals.

Program operators stress in-depth assessment and careful selection of vocational goals for each participant. Long term classroom training is tailored, and referrals made, according to individual needs. Quality placements, combined with post-program follow-up, promote employment opportunities and independence for disabled individuals.

TITLE IIC YOUTH SERVICES

A portion of Title II funds that pass directly to Montana's Service Delivery Areas (SDAs) must be used to serve eligible youths from 16 through 21 years of age. The portion of funds corresponds with the percentage of 16 to 21 year-olds in the SDA population. In addition to the activities available to Title IIC programs, Youth Competency programs are emphasized. These programs offer pre-employment work maturity, basic skills and job specific skills training for both in and out-of-school youth. Montana exceeds the youth employability enhancement performance standard, which encourages return to school and completion of a major level of education, among others.

Youth programs under this Title are delivered by a mix of statewide operators, including Job Service local offices and Human Resource Development Councils.

TITLE IIB SUMMER YOUTH PROGRAM

The Title IIB Summer Youth Employment and Training Program (SYETP) introduces eligible youths as young as 14 years to the world of work. The program's goal is to keep youths in school, or encourage them to return to school, while providing them with work experience and academic enrichment activities to enhance understanding of the importance of education in the workplace.

Ten Human Resource Development Councils operated the Summer Youth Program across Montana during PY'94.

The purpose of the Economic Dislocation and Worker Adjustment Assistance (EDWAA) program is to help dislocated workers quickly re-enter the labor force. There are no income requirements for eligibility into the program. Dislocated Montana workers can be served by programs which provide skills evaluation, career counseling, job training and retraining. Relocation assistance and on-the-job training are also available along with layoff survival workshops, motivational training, supportive services, and financial counseling. This transitional assistance also attempts to move workers from declining industries into industries that are projected to have stable employment prospects. The State Dislocated Worker Unit is located in the Montana Department of Labor and Industry's State Job Training Bureau.

In Montana, 50% of EDWAA funds are distributed to the state's two SubState Areas (SSAs) based on formula, 10% to the SSAs based on need, and 40% is distributed at the Governor's discretion. Governor's Discretionary funds were allocated this program year for rapid response layoff assistance and readjustment and retraining services to dislocated workers.

Dislocated workers are those individuals who become unemployed because of technological change, reduction in work force, plant closure or permanent layoffs resulting from economic downturns or changing labor demands, or other changes in the local or national economy. Eligible individuals have limited opportunities for reemployment in their usual occupations in the same geographic areas and face an extended period of unemployment. Dislocated workers include individuals who:

- have been terminated or laid off from their jobs, and are unlikely to return to their previous jobs or industries;

- are long-term unemployed and have limited opportunities for becoming reemployed in the same or similar occupations for which they are trained;

- were self-employed (including farmers and ranchers) and are unemployed because of general economic conditions in their communities, or because of natural disasters.

The two dislocated worker program operators are the Montana Job Service and the Montana State AFL-CIO.

The State Job Training Bureau receives 40% of EDWAA formula funds and administers the rapid response delivery system designed to respond within 48 hours to substantial or significant layoffs and plant closing notifications. If a layoff or closure is covered by WARN the employer must provide notice to the State Dislocated Worker Unit located in the Montana Department of Labor and Industry's Job Training Bureau. The Dislocated Worker Unit personnel travel to affected communities to plan and coordinate services to employers and dislocated workers.

Local Job Service offices around the state provide rapid response services as well as offer basic readjustment and retraining services to eligible dislocated workers. A Rapid Response team responds to a plant closing or a substantial lay off, as needed. Some rapid response responsibilities include:

- establish onsite contact with employer and employee representatives to provide information and emergency assistance to a particular closure or layoff;
- provide technical advice as well as information on sources of assistance and liaison with other public and private services and programs; and
- assist employers and their workers to cope with the problems of a plant closure.

The Montana State AFL-CIO receives the 60% allocated to the SubState Areas (SSAs) and operates the Project Challenge: Work Again program. The program has a network of community site coordinators specializing in skills and literacy evaluation, career counseling and job-seeking skill building. The program also provides supportive services and retraining needed for reemployment.

DISCRETIONARY EDWAA GRANTS

Five Title III National Reserve Grants provided additional funding during this program year:

- The **ASARCO Project** will operate through December 31, 1994. In response to the closure of the ASARCO mine in Troy, discretionary funds were awarded to serve ASARCO workers and other workers directly impacted by the closure.
- The **Health Project** targets workers impacted by closures or downsizing within the health care industry. This Project will operate through December 31, 1993.
- The **Champion Project** will serve dislocated Champion workers through August 31, 1995. Champion dislocations occurred as a result of the sale of the Champion properties in Bonner and Libby.
- The **Crown Pacific Project** was funded to serve workers dislocated by the closure of the Crown Pacific Sawmill in Superior. The project will operate through November 30, 1995.
- The **Timber Grant** will operate for 18 months beginning June 1995. The statewide project provides services to workers impacted by layoffs in the timber industry.

These Discretionary Projects provide basic readjustment services, retraining, and other EDWAA services to laid-off workers. The current administrative and program structure for formula-funded programs was utilized for these grants. The project is operated jointly by the Department of Labor and Industry's Job Service Division and the AFL-CIO Project Challenge: Work Again.

Title IIA Adult funds allocated to Montana are set-aside for special uses.

5% for older worker programs
5% for state administration
5% for incentives, technical assistance and capacity building
8% for coordination with education

JOB TRAINING FOR OLDER WORKERS (5%)

Unemployed people age 55 or older often have difficulty finding employment and need updated skill training or retraining. Five percent of Title IIA funds is set-aside for programs designed to assist economically disadvantaged individuals in this age category. The Older Worker Program also coordinates with other employment programs.

Older Worker services were provided by nine program operators throughout the state which included seven Human Resource Development Councils, Butte's Career Futures, and the Great Falls Green Thumb. Services included employability assessment, vocational training or retraining, on-the-job training, work experience, personal development for the older individual and job search skills training.

INCENTIVE GRANTS, TECHNICAL ASSISTANCE AND CAPACITY BUILDING

Five percent of Title IIA funds are used to reward exemplary performance and to provide technical assistance and capacity building for professional staff at the state and in the Service Delivery Areas. In Montana, the Job Training Coordinating Council and both Service Delivery Area Private Industry Councils establish incentive policies and administer the funds.

The Job Training Partnership Act requires that two-thirds of these set-aside funds be used for incentives based on program performance. The Title IIA program operators who meet and exceed performance standards use these incentive grants to serve additional Title IIA and IIC participants.

The remaining one-third of this set-aside is provided for technical assistance and capacity building. The goal of technical assistance (TA) is to assure that both federal and state performance standards are met, and that programs are operated in accordance with the goals set forth in the Governor's Plan. Capacity building activities update and improve the professional skills of JTPA staff at all levels of delivery.

- PY'94 - Department of Labor and Industry's Research and Analysis Bureau received funding for labor market data collection and research.

- PY'94 - Technical assistance funds were used for the following: (1) general program operator meeting held in Billings and (2) a displaced homemaker in-service held in Butte.

STATE EDUCATION COORDINATION GRANTS (8%)

The Job Training Partnership Act provides that 8% of Title IIA and Title IIC funds be used to carry out coordinated statewide education for Title IIA and IIC JTPA participants. Of those available funds, 20% is used for program coordination and 80% is used to provide education to JTPA program participants. The state's Office of Public Instruction (OPI) receives and administers these funds according to proposals submitted by local task forces.

Through contracts with OPI, 8% program operators provide literacy training, lifelong learning (occupational skills training), school-to-work transition programs and training for non-traditional employment for women.

ADMINISTRATION AND AUDITS (5%)

The remaining 5% of the funds is allocated for statewide use. At the discretion of the Job Training Coordinating Council, these funds are used for audits, administration and oversight of programs under JTCC jurisdiction.

The Council considers coordination and cooperation between agencies the key element in the successful delivery of job training services.

In PY'94, coordination and cooperation continued to be a priority goal for the Council.

Job Training Partnership Act programs are responding to the coordination initiatives of federal and state lawmakers in a variety of ways:

The Job Opportunity and Basic Skills Program (JOBS) for welfare recipients

Partners:
JTPA Local Program Offices
Department of Social and
Rehabilitation Services
Department of Labor and Industry

JTPA Dislocated Worker Unit for Statewide Rapid Response

Partners:
State Job Training Bureau
Montana Job Training Partnership, Inc.
Montana State AFL-CIO
Job Service Division
Dislocated Worker Unit Task Force
Interagency Task Force in Each Location

Cooperative Agreement for Education Coordination

Partners:
State Job Training Bureau
Office of Public Instruction

In 1994 interagency coordination was achieved through the Job Training Coordinating Council's review and comment of the Job Opportunity Basic Skills (JOBS) Plan, the Wagner Peyser Plan, and the Carl Perkins Plan. In its approval of these Plans, the Council emphasized and encouraged coordinated delivery of service between these programs and employment and training related efforts.

In 1994 the Job Training Coordinating Council established a goal for job placement into new and expanding occupations. This goal coordinates and promotes state, local and private industry efforts by integrating training with existing and projected job openings.

Job Training Coordinating Council members joined Balance Of State and Concentrated Employment Program members at the 1993 Annual Planning Session.

In 1994 the Economic Dislocated Workers Assistance program operators met to discuss coordination issues in addition to state, local and regional cooperation.

CAPACITY BUILDING GRANT PARTNERS

Of special note is the Capacity Building Challenge Grant which Montana received in July 1994. The funding provided the opportunity to explore methods to deliver training to staffs of several agencies on a statewide basis. The Interagency Planning Corps was established to provide direction and steer the project. Four methods to deliver training were planned:

Interactive Video	May 1995
Public Television	June 1995
Computer Bulletin Board	Next program year
Self-directed Computer Disk	Next program year

All training was centered on the subject deemed most important to the Corps -- case management.

Agencies and programs which participated on the Corps and from which local staff participated in the training are:

Apprenticeship - Department of Labor and Industry
Job Training Partnership Act - Department of Labor and Industry/Montana Job Training Partnership, Inc.
Wagner Peyser - Department of Labor and Industry Job Services
JOBS / AFDC - Department of Social & Rehabilitation Services
Vocational Rehabilitation - Department of SRS
Carl Perkins Vocation Education - Office of Public Instruction/Office of Higher Education
Adult Education - Office of Public Instruction
School-to-Work - Office of Higher Education
Professional Development Center - Department of Administration

The project is scheduled to end in December 1995.

STATE AND FEDERAL LEGISLATION

The 1993 State Legislature authorized biennial funds for specialized employment and training programs. These two year programs, supported by the Unemployment Insurance Administration Tax, brought services to Montana citizens who may not have been otherwise eligible for training in the federal system. The Legislature has funded these programs:

- Custodial Parent Program: Designed to augment successful Teen Parent programs already in place, the Job Training Coordinating Council funded three sites: Havre, Kalispell and Billings for services to young parents aged 16-25 with at least four barriers to employment. This extremely hard-to-serve group will return to school and obtain training in issues surrounding children and families, and will ultimately enter into work experience and other job-related training programs.

- Job Training for Offenders Program: Designed to provide computerized self-directed learning in basic education, job seeking skills, and life skills for offenders in the State prison system, in the pre-release centers, in probation/parole status, and in community diversion programs. The facilities for the training are established to continue long after the State funding is exhausted.

- Dislocated Workers Programs: Designed to provide dislocated worker services to both State employees and other dislocated workers. The program provides Job Registry services to employees dislocated from the State of Montana to facilitate their early return to comparable full-time state employment. Employment activities for other dislocated workers focus on re-employment in a comparable full-time position, taking into consideration the participants' transferrable skills, abilities and interests that pay wages and benefits comparable to what the workers earned in their previous occupations of dislocation.

ACHIEVEMENTS OF THE JOB TRAINING COORDINATING COUNCIL

- Recommendations to form a Workforce Preparation Cordinating Council;

- provided program management guidance;

- reviewed plans and programs of coordinating agencies that provide education, and employment and training services;

- assisted in developing, planning and oversight procedures; and

- recommended program performance standards.

JOB TRAINING PARTNERSHIP ACT ALUMNI HONORED

National JTPA Alumni Month was celebrated during the month of August 1994. Recognition was given to Montana's Job Training Partnership Act alumni and Summer Youth participants. Alumni ceremonies included:

- A special Alumni Event was held the afternoon of August 16 in the Montana Capitol Rotunda. Governor Marc Racicot gave recognition to the Job Training alumni participants. Certificates were given to the Adult participants. He encouraged both the Adult Alumni and Summer Youth to move forward with a purpose and goal in mind toward a successful future.

- On the evening of August 16, an awards presentation and pizza picnic for the Summer Youth was held at the Helena fairgrounds. Lt. Governor Dennis Rehberg addressed the 35 youth participants from across Montana. He presented certificates of completion to the summer youth with words of encouragement toward their future.

GOOD NEWS: PARTICIPANTS GAIN SELF-CONFIDENCE AND ATTAIN EMPLOYMENT THROUGH PROGRAM

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Kory Haglund was enrolled in the Displaced Homemaker and JOBS program at the Great Falls Job Service Center. Kory's previous work took her away from home at night and on weekends which was a hardship in raising two teenage sons. She possesses high public contact skills and is very enthusiastic. To upgrade her clerical skills Kory took three computer seminars at the Great Falls VoTech. Kory was a participant in the Department of Family Services work experience program. She is now employed at a Great Falls law firm in a receptionist position.

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Mary Mueller was a client enrolled in the Economic Dislocation Worker Adjustment Assistance program, Adult Job Training Partnership program and Voc Rehabilitation. These programs assisted Mary in attending a technical school where she earned a certificate in business information, word processing and bookkeeping. Through the JTPA program Mary got a work experience position at Social and Rehabilitative Services and she is currently working full time as an eligibility assistant position.

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JOB TRAINING PROGRAMS work in Montana to provide:
- trained skilled workers;
- qualified job applicants;
- retrained dislocated workers;
- services to youth; and set-aside programs for older workers.

State Funded Displaced Homemaker Centers

The Women's Services YWCA
909 Wyoming Avenue
Billings, MT 59101
(406) 245-6879

Career Transitions
321 East Main Street
Suite 215
Bozeman, MT 59715
(406) 587-1721

Career Futures
44 East Park Plaza
Butte, MT 59701
(406) 723-9101

District IV HRDC
PO Box 1509
Havre, MT 59501
(406) 265-6743

Career Training Institute
32 South Ewing
Helena, MT 59601
(406) 443-0800

Women in Transition
NW Montana Human Resources
PO Box 1058
Kalispell, MT 59901
(406) 752-6565

District VI HRDC
Centennial Plaza
300 First Avenue N Ste 203
Lewistown, MT 59457
(406) 538-7488

Miles Community College
2715 Dickinson
Miles City, MT 59301
(406) 232-3031

Great Falls Job Service
1018 Seventh St South
Great Falls, MT 59405
(406) 761-1730

Vocational Services Department
YWCA
1130 West Broadway
Missoula, MT 59802
(406) 543-6768

Older Worker Programs

District VII HRDC
P O Box 2106
Billings, MT 59103
(406) 252-7711

Career Futures
44 East Park Plaza
Butte, MT 59701
(406) 723-9101

District IV HRDC
PO Box 1471
Suite 109, College Park Plaza
Havre, MT 59501
(406) 265-6743

District VI HRDC
300 First Avenue North STE 203
Lewistown, MT 59457
(406) 538-7488

Rocky Mountain Development Council
PO Box 1717
Helena, MT 59624
(406) 442-1680

District IX HRDC
321 East Main ST STE 300
Bozeman, MT 59715
(406) 587-9158

Green Thumb
503 1st Avenue North STE 204
Great Falls, MT 59403
(406) 761-4821

NW Montana Human Resources
PO Box 8300
Kalispell, MT 59904-8300
(406) 758-4526

District XI HRDC
617 South Higgins
Missoula, MT 59802
(406) 728-3710

Dislocated Workers (EDWAA) 40%

Job Service Division
Montana Department of Labor and Industry
PO Box 1728
Helena, MT 59624
(406) 444-4100

8% Education

Office of Public Instruction
State Capitol
Helena, MT 59620
(406) 444-4396

Billings School District
415 N 30th
Billings, MT 59103
(406) 255-3590

Adult Learning Center
815 Front Street
Helena, MT 59601
(406) 447-8876

Miles City Job Service
PO Box 1786
Miles City, MT 59301
(406) 232-2509

Adult & Continuing Education
915 South Sixth West
Missoula, MT 59801
(406) 549-8765

District IX HRDC
321 East Main STE 300
Bozeman, MT 59715
(406) 587-9158

Flathead Valley Community College
777 Grandview Drive
Kalispell, MT 59907
(406) 756-3884

Lewistown Public Schools
215 Seventh Street South
Lewistown, MT 59457
(406) 538-9022

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STATE JOB TRAINING BUREAU
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PROGRAM YEAR 1994

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All programs in the State of Montana provide equal opportunity employment.

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